

**BUDGET, FINANCE & INVESTMENT COMMITTEE**

**May 10, 2011**

**5:30 P.M.**

**Courthouse**

**MINUTES:**

<u>Members Present:</u>	<u>Others Present:</u>	<u>Others Present:</u>	<u>Others Present:</u>
Comm. Charlie Baum	Ernest Burgess	Lisa Nolen	Doug Demosi
Comm. Joe Frank Jernigan	Comm. Chantho Sourinho	Nicole Lester	Delwyn Corbitt
Comm. Will Jordan	Teb Batey	Michael Payne	Brian Robertson
Comm. Steve Sandlin	Bill Boner	Sonya Stephenson	Barbara Seivers
Comm. Doug Shafer	Lisa Crowell	Jim Cope	Ben Mankin
Comm. Joyce Ealy, Chrm.	Heather Dawbarn	Ransom Jones	John Lodl
	Laura Bohling	Rhonda McFerrin	Melissa Stinson
	David Jones	Scott Broden	Anthony Tuggle
		Jeff Sandvig	Elaine Short

Chairman Ealy presided and called the meeting to order at 5:30 P.M. with Comm. Peay being absent. The purpose of the meeting was to begin work on the 2011-12 budget.

**2011-12 BUDGET REVIEW:**

Chairman Ealy reported that the Budget Committee met on May 5 at which time the Finance Director presented an overview of the 2011-12 budget as recommended by the County Mayor. Tonight’s meeting is the first work session on the 2011-12 budget, and the committee will begin reviewing the individual departmental budgets.

Chairman Ealy advised that she would introduce the department head and ask that the department head join the committee at the table. Mayor Burgess would then review his recommendation for each department, and then the department head would be given an opportunity to speak to their budget and any details about their budget. The committee members would be given the opportunity to ask questions and have as much discussion as necessary before a motion was made. She advised that if there were no objections, there would be a voice vote taken by the committee on each budget instead of a roll call vote.

Comm. Shafer asked to be recognized. Comm. Shafer advised that in The Tennessean on Sunday, May 8, there was an article written by Josh Adams for the Williamson A.M. He stated that the article was repeated in The Daily News Journal. He stated that the article contained inaccuracies. Rutherford County’s property tax rate was listed as \$2.74, but the correct Rutherford County property tax rate is \$2.4652 per \$100 of assessed value. Comm. Shafer noted other inaccuracies in the article such as it was reported that 66% of the budget was allocated to schools, but when the Education Capital Projects Fund and the Central Cafeteria Fund are factored in, the percentage is higher. The article did not mention that of the property tax and sales tax collections received for schools, 17% went to Murfreesboro City Schools.

Comm. Shafer stated that he believed that approximately \$8 million was the most collected in any one year for development tax. The article stated that during the period that construction was booming, Williamson County was receiving about \$1 million per month from their adequate facilities tax.

**2011-12 GENERAL FUND**

The Finance Director distributed a copy of Page 105 from the 2011-12 budget for the Miscellaneous category explaining that the auditors have said that too much money was being budgeted for miscellaneous. She explained that some of the line items typically budgeted in the Miscellaneous category have been moved into other areas of the budget, such as audit services has been moved from the Miscellaneous category to the Finance Department budget. She advised that as the budget was being reviewed, the committee would notice several other line items that have been moved, and that she and the County Mayor would point those out as they came to them.

COMMUNITY LEARNING:

Dr. Michael Payne, Community Learning Center, was present to answer questions from the committee regarding the 2011-12 Community Learning Center budget. The recommendation from the County Mayor totaled \$237,011.

Mayor Burgess advised that the budget reflected a slight increase over the prior year's budget.

Dr. Payne advised that he accepted the County Mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Jordan to approve the 2011-12 Community Learning Center budget as recommended by the County Mayor totaling \$237,011. The motion passed unanimously by acclamation.

COUNTY COMMISSION:

The County Mayor advised that the recommendation for the 2011-12 County Commission budget totaled \$231,355, which was an increase of \$27,885 over the previous fiscal year. He explained that all of the increase was due to line item 101-51100-320, Dues and Memberships, totaling \$27,885. This line item has previously been budgeted in Account 101-58900-320, Miscellaneous, Dues and Memberships.

The Finance Director explained that two other appropriations for dues and memberships for the Tennessee Association of County Mayors and the Tennessee Association of Assessing Officers have been moved to the County Mayor's budget and the Property Assessor's budget.

Comm. Sandlin moved, seconded by Comm. Shafer to approve the 2011-12 County Commission budget as recommended by the County Mayor totaling \$231,355. The motion passed unanimously by acclamation.

BOARD OF EQUALIZATION:

The County Mayor's recommendation for the 2011-12 Board of Equalization budget totaled \$23,270, which was the same as the prior fiscal year.

Comm. Sandlin moved, seconded by Comm. Jernigan to approve the 2011-12 Board of Equalization budget as recommended by the County Mayor. The motion passed unanimously by acclamation.

PROPERTY ASSESSOR:

The County Mayor's recommendation for the 2011-12 Property Assessor budget totaled \$1,915,537.

Mayor Burgess advised that Account 101-52300-106, Deputies, reflected an increase from \$865,211 to \$932,072, because there were three Appraiser I positions that would be eligible to be moved up to Appraiser II. The line item also included the normal step increases for those employees who were due a step increase. Mayor Burgess explained that line item 52300-355, Travel, was being increased from \$5,000 to \$50,000; and line item 52300-399, Other Contracted Services, was being reduced from \$150,000 to zero. He explained these two line items reflected a change in procedures whereby instead of the county contracting with other firms to conduct the personal property audits, a new position was being proposed to audit the personal property. The \$150,000 typically budgeted to Account 52300-399, Other Contracted Services, was being applied to Travel, Deputies, Gasoline, and Motor Vehicles. All of the expenditures related to the new position totaled \$143,000 including the benefits for the new position.

Mayor Burgess stated that he really believed that the county would be able to conduct the personal property audits much more effectively by doing it in-house. He explained that quite a bit of travel would be required, both in state and out of state.

Mayor Burgess advised that in addition to the vehicle for the personal property auditor, the budget included another new vehicle for the department.

Comm. Sandlin stated that typically salary increases or step increases were reviewed at the end of the budget review. He asked if the increases would be looked at budget by budget this year.

The Finance Director advised that last year, the budget was built reflecting step increases for those employees who were due a step. She advised that no increase to the pay table had been included in the budget. She explained that 2011-12 would be the seventh year of the pay plan. Typically, employees remain in their step for two years; however, she reminded the committee that two years ago, employees were asked to remain in their step for three years. In the current year, about half of the county employees received a step increase. The 2011-12 budget reflects the other half of the employees receiving a step increase.

Following discussion, Comm. Jernigan moved, seconded by Comm. Sandlin to approve the 2011-12 Property Assessor's budget as recommended by the County Mayor totaling \$1,915,537.

#### REAPPRAISAL:

The County Mayor's recommendation for the 2011-12 Reappraisal Program budget totaled \$548,166, which reflected a decrease from the 2011-12 budget of approximately \$17,000.

Mr. Boner advised that he agreed with the County Mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Sandlin to approve the 2011-12 Reappraisal Program budget as recommended by the County Mayor totaling \$548,166. The motion passed unanimously by acclamation.

#### 2011-12 COUNTY MAYOR:

Mayor Burgess presented the 2011-12 County Mayor's budget, which totaled \$432,332, which reflected an increase of \$63,566 over the 2010-11 budget. Mayor Burgess advised that the significant changes to the budget were reflected in line items 51300-320, Dues and Memberships, budgeted at \$2,325; line item 51300-321, Engineering Services, budgeted at \$10,000; line item 51300-334, Maintenance Agreements, budgeted at \$4,000; line item 51300-337, Maintenance & Repair Services-Office Equipment, budgeted at \$2,000; and line item 51300-599, Other Charges, budgeted at \$50,000. He advised that all of these line items were previously budgeted in Account 101-58900, Miscellaneous. He explained that the line items were not new to the General Fund budget, and had been included previously.

Comm. Sandlin asked for an explanation of Engineering Services.

Mayor Burgess advised that from time to time, there was a need for engineering issues that came up and it was not budgeted anywhere else.

The Finance Director gave the example of the Epps Mill Road Study that was approved by the County Commission, but there was not a separate capital project established to pay for it.

Mayor Burgess explained that currently, he would be using some of the engineering money to pay for the PAWS engineering.

Mayor Burgess also explained that account 599 was an account used at the mayor's discretion when situations came up, and there was not another source to pay for them.

Comm. Jordan moved, seconded by Comm. Jernigan to approve the 2011-12 County Mayor's budget totaling \$432,332. The motion passed unanimously by acclamation.

#### HUMAN RESOURCE:

Mrs. Sonya Stephenson was present to answer questions regarding the 2011-12 Human Resource budget totaling \$267,087 as recommended by the County Mayor.

Mayor Burgess explained that the major increases to the budget were reflected in Account 101-51310-189, Other Salaries and Wages, which included the position transferred from the Sheriff's Department for a full year as opposed to a half year in the current year budget. Account 51310-322, Evaluation and Testing, budgeted at \$33,500 was a new line item to the budget. Mayor Burgess explained that it was being recommended that the Human Resource Department be the point of contact for all random drug testing, background checks, moving violation reports, as well as random alcohol testing.

Mayor Burgess explained that funding for the drug testing had been moved from other budgets and placed in the Human Resource budget to make the expenses for these items more consistent county-wide.

Comm. Sandlin moved, seconded by Comm. Jernigan to approve the 2011-12 Human Resource budget totaling \$267,087 as recommended by the County Mayor. The motion passed unanimously by acclamation.

COUNTY ATTORNEY:

Mr. Jim Cope, County Attorney, was present to answer questions regarding the 2011-12 County Attorney budget totaling \$415,684 as recommended by the County Mayor.

Mayor Burgess explained that the significant change to the budget was Account 51400-331, Legal Services, budgeted at \$200,000. The current year amended budget was \$137,800. He explained that in the current year budget, part of this funding had been budgeted in Account 58900, Miscellaneous. The account is used largely for outside attorneys.

Mr. Cope explained that last year when the Legal Services Agreement was adopted, his salary was reduced from \$109,778 to \$72,000. The difference of \$37,800 was budgeted in Account 51400-331. He stated that \$37,800 was budgeted in 2010-11 not knowing what legal work his office would be doing. He explained that there were two sources for paying legal services with one being CCMSI, which is used for the typical general negligence lawsuits, such as the mosque or the wrestling club. In addition, for suits that do not go through CCMSI, there will also be litigation involving other issues, such as tax suits. He stated that these types of suits are non-negligent, non-prisoner right types of litigation.

Mr. Cope advised that he accepted the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Jordan to approve the 2011-12 County Attorney budget totaling \$415,684 as recommended by the County Mayor. The motion passed unanimously by acclamation.

ELECTION COMMISSION:

Mr. Ransom Jones, Chairman Election Commission, introduced Ms. Nicole Lester, the new Election Registrar, and Mrs. Rhonda McFerrin, who were present to answer questions regarding the 2011-12 Election Commission budget.

The Finance Director distributed a revised 2011-12 Election Commission budget with the mayor's recommendation totaling \$795,722.

Mayor Burgess explained that he was previously recommending the elimination of a vacant position and an increase to the Part Time Personnel; however, the revised budget included all of the current positions with no eliminations, and the Part-Time Personnel was being recommended at the requested amount of \$10,000. Account 101-51500-351, Rentals, was reduced from his original recommendation of \$137,200 to \$78,500, because there has to be at least 10 days between elections before the voting machines can be used. In the 2011-12 Fiscal Year, there will be two elections – the Presidential Primary and the City of Murfreesboro. The Election Commission now knows that there will be more than 10 days between the elections, so they will not have to rent additional machines. This allowed the Rentals Account to be reduced.

Comm. Shafer questioned Account 51500-709, Data Processing Equipment, budgeted at \$40,000.

Mayor Burgess advised that laptop computers were being purchased, which would allow the Election Commission to use fewer part time election workers on Election Day.

Mrs. McFerrin advised that the use of laptop computers would result in removing the poll books. She stated that the election sites would operate like early voting. She stated this would reduce the number of poll workers at the voting precincts.

Following discussion, Comm. Shafer moved, seconded by Comm. Jernigan to approve the 2011-12 Election Commission budget as revised totaling \$795,722. The motion passed unanimously by acclamation.

#### REGISTER OF DEEDS:

Mrs. Heather Dawbarn, Register of Deeds, was present to answer questions from the committee regarding the 2011-12 Register of Deeds budget.

The Finance Director distributed a revised 2011-12 Register of Deeds budget with the mayor's recommendation totaling \$1,022,049.

Mayor Burgess advised that Account 101-51600-169, Part Time Personnel, previously reflected a recommendation of \$47,786. The correct amount should be \$39,734.

Mayor Burgess explained that the salaries and benefits appear to be more than the current year amended budget, but that was because the current year's budget reflected nine months of salaries and benefits, and the 2011-12 budget reflected the salaries and benefits for a full 12 months. He stated that there were no salary increases except for the normal step increases. He advised that one position had been eliminated. He advised that Mrs. Dawbarn had made some improvements in that Data Processing Services had been reduced from \$128,593 to \$76,204.

Mrs. Dawbarn explained that she should be able to contribute between \$450,000 and \$500,000 in revenue beyond the salaries and expenses, and that this was a conservative estimate. She stated that her office would generate revenue for the county. She stated that almost every account was at the same amount as the previous year or less, except Account 51600-334, Maintenance Agreements, budgeted at \$12,237. This account reflected an increase of \$7,479. She explained that she discovered that there was no maintenance agreement on the dual server.

Comm. Jernigan moved, seconded by Comm. Shafer to approve the 2011-12 Register of Deeds budget totaling \$1,022,049 as recommended by the County Mayor. The motion passed unanimously by acclamation.

#### PLANNING & ENGINEERING:

Mr. Doug Demosi, Planning Director, and Mr. Del Corbitt, County Engineer, were present to answer questions regarding the 2011-12 Planning Department budget.

The County Mayor's recommendation totaled \$742,325, which was \$58,678 less than the prior year. Mayor Burgess advised that almost all of the reduction was in Account 51720-308, Consultants, which was reduced from \$100,000 to \$36,000. This line item was used for paying the consultants for the land use study.

Mr. Demosi and Mr. Corbitt stated that they agreed with the mayor's recommendation.

Comm. Jordan moved, seconded by Comm. Sandlin to approve the 2011-12 Planning & Engineering budget totaling \$742,325 as recommended by the County Mayor. The motion passed unanimously by acclamation.

STORM WATER MANAGEMENT:

The County Mayor's recommendation for the 2011-12 Storm Water Management budget totaled \$152,569.

Account 101-57800-349, Printing, Stationery & Forms was a new line item being budgeted at \$1,800.

Mr. Corbitt explained that they were partnering with other MS4's in the mid-state area to develop some pamphlets. He stated that Rutherford County's portion would be \$1,800. He advised that the total cost would be approximately \$25,000 to \$30,000.

Comm. Shafer asked if this budget was totally funded by property tax.

Mr. Corbitt stated that he was expecting to receive about \$25,000 from land disturbance fees, but the rest would be funded with property tax.

Comm. Shafer stated that this was an unfunded mandate by the Federal Government.

Following review, Comm. Jernigan moved, seconded by Comm. Sandlin to approve the 2011-12 Storm Water Management budget totaling \$152,569 as recommended by the County Mayor. The motion passed unanimously by acclamation.

ENVIRONMENTAL:

The County Mayor's recommendation for the 2011-12 Environmental budget totaled \$2,000.

Mayor Burgess explained that since the position and the related benefits had been moved to the Planning Department, the only cost associated with the State Office for septic system inspection was the \$2,000 to cover the cost for the communications.

Following review, Comm. Sandlin moved, seconded by Comm. Jernigan to approve the 2011-12 budget for the Environmental Office totaling \$2,000 as recommended by the County Mayor. The motion passed unanimously by acclamation.

GEOGRAPHIC INFORMATION SYSTEMS:

Mr. Brian Robertson, OIT Director, and Ms. Barbara Seivers were present to answer questions regarding the 2011-12 Geographic Information Systems budget. The County Mayor's recommendation totaled \$1,226,328, which was an increase of \$569,619.

Mayor Burgess explained the significant increases to the budget, which were reflected in Account 51760-317, Data Processing, budgeted at \$45,000; Account 51760-334, Maintenance Agreements, budgeted at \$224,500; and Account 51760-799, Other Capital Outlay, budgeted at \$590,000.

Mayor Burgess advised that Account 51760-799, Other Capital Outlay, reflected an increase of \$430,000 due to the flyover.

Mr. Robertson explained the increase to the Other Capital Outlay Account was because this would be an on year for the data acquisition. He stated that this would be the year that the flyover is done at a lower altitude with higher resolution imagery. The base maps would be re-established. Mr. Robertson advised that the high resolution flyover is done every other year.

Comm. Jordan stated that in the past CUD had partnered with the county on this. He asked if CUD would be participating this year.

Mr. Robertson advised that CUD would be contributing \$50,000 for the mapping efforts as was 911. He stated that he hoped that the county was in the final stages of obtaining agreements with the various city councils from the City of Murfreesboro and the other municipalities to contribute \$112,500 for the

sharing of an Enterprise License Agreement with ESRI, who is the company that provides the software that allows the GIS data to be viewed. He explained that Account 799 provided funding for the data acquisition, and Account 334, Maintenance Agreements, provided the funding for the software to manipulate the data.

Comm. Jordan stated that he thought this was a great program, and everybody that used it talked about how good it was. He said he would hate to delay the flyover and not do it when it needed to be done.

Mr. Robertson also advised that for the first time, the City of Murfreesboro had agreed to contribute \$161,000 for the data flight.

Following discussion, Comm. Sandlin moved, seconded by Comm. Jernigan to approve the 2011-12 Geographic Information Systems budget totaling \$1,226,328 as recommended by the County Mayor. The motion passed unanimously by acclamation.

#### INFORMATION TECHNOLOGY:

The County Mayor's recommendation for the 2011-12 Information Technology budget totaled \$1,808,644.

Mayor Burgess advised that his original recommendation included one new person, a software specialist, in Account 101-52600-121, Data Processing Personnel. He explained that after further reflection, it had been agreed that the new position was not needed right now. The revised recommendation reflected no change in the number of positions. The recommendation did include upgrading two positions. One position would be upgraded to a supervisor beginning September 1, and the other position would be upgraded July 1 due to increased responsibilities related to the timekeeping system.

Mr. Robertson explained that the increase to Account 101-52600-709, Data Processing Equipment, from \$391,000 to \$422,000 was due, in part, to multiple switch replacements for network upgrades in the Judicial Building and the County Office Building located at 319 North Maple Street. He stated that this would pave the way for some telephone improvements, and additional security camera installations. He stated that several switches were at port capacity, which costs \$7,500 each. The account also provided funding for the second phase of the data consolidation and data warehousing mass storage device efforts, and a fire prevention system for the computer room on the first floor of the courthouse. He stated that \$125,000 was included in the line item for emergency replacement of routine items, such as standard desktop computers for all departments.

Mr. Robertson explained that the increase to Account 101-52600-790, Other Equipment, from zero to \$40,000, would provide funding for some equipment to operate the television station and the replacement of all of the cameras in the courtroom. It also would provide funding for a major upgrade of the audio system in the courtroom. He stated that there had been consistent complaints from people in the audience that they could not hear what was being said. He advised that the Planning Department, especially, had expressed concern about the audio hampering their operations as they conduct hearings in the courtroom.

Mr. Robertson explained that the only revenue he received toward the Information Technology budget was \$15,000 from Community Care. He also advised that the Comcast cable franchise fees could be considered as an offsetting revenue source for helping to fund the operation of the cable channel.

Comm. Sandlin moved, seconded by Comm. Jernigan to approve the 2011-12 Information Technology Department budget totaling \$1,808,644 as recommended by the County Mayor.

Comm. Shafer asked if any savings would be realized if the Sheriff's Department operated their own system.

Mr. Robertson explained that it would not even in the early phase of separating from OIT. He explained that there had been a very effective agreement that everyone had reached. He stated that he believed that the mayor's recommendation for the Sheriff's Department did reduce some of the duplication of

efforts. He stated that there was a very clear understanding of exactly what OIT's role would be. He stated that he thought there would be a clearer working relationship between his department and the Sheriff's Department. He stated that essentially, his department would be providing all standard IT operations, and the Sheriff's Department would be providing law enforcement related technology.

Following discussion, the motion to approve the 2011-12 Information Technology Department budget totaling \$1,808,644 as recommended by the County Mayor passed unanimously by acclamation.

#### COUNTY BUILDINGS:

Mr. Ben Mankin, County Buildings Supervisor, was present to answer questions regarding the 2011-12 budget.

The County Mayor's recommendation for the 2011-12 County Buildings budget totaled \$1,873,375. Mayor Burgess advised that the budget included Account 101-51800-309, Contracts w/Government Agencies, budgeted at \$70,000, which was previously budgeted in the Miscellaneous Account 101-58900-335. Account 101-51800-707, Building Improvements, was increased from \$106,800 to \$200,000 to provide funding for additional improvements.

Mr. Mankin advised that he accepted the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Jordan to approve the 2011-12 County Buildings budget totaling \$1,873,375 as recommended by the County Mayor. The motion passed unanimously by acclamation.

#### ARCHIVES:

Mr. John Lodl, County Archives Director, was present to answer questions regarding the 2011-12 Archives budget totaling \$213,343 as recommended by the County Mayor, which was an increase of \$94,921.

Mayor Burgess stated that there was no other county department that was more efficient than the Archives Department. He explained that the reason for the increase was in Account 101-51910-711, Furniture and Fixtures, budgeted at \$100,000 for shelving that must be installed. He explained that this would be moveable shelving that would increase the capacity substantially. He stated that the cost would be much less than a building expansion.

Mr. Lodl advised that he accepted the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Baum to approve the 2011-12 Archives budget as recommended by the County Mayor totaling \$213,343.

Mr. Lodl explained that the Records Commission met four times per year, and he was the Chairman of the Records Commission. He reported that he had alerted the Records Commission that the Archives Building was out of space. He explained that when the building was constructed and opened in August of 2006, estimates were provided as to how long it would take to fill the building. He stated that the best estimates by state officials were 12 to 15 years. He stated that the building has reached capacity in five years. The Records Commission spent about six months reviewing the situation. He stated that they discussed expanding the building, which would probably cost in excess of \$1 million. The Records Commission also checked into microfilming the records, but that proved to be cost prohibitive. The third option was to add mobile shelving utilizing the existing shelving. The aisles between the current shelving would then be able to be used for additional shelving. He advised that the mobile shelving was very cost effective. He advised that the mobile shelving would allow almost all of the space in the building to be utilized. Mr. Lodl advised that he estimated that the mobile shelving would provide storage space up to the original 12 years that was first estimated. He stated that the goal was to install the mobile shelving in half of the collection room this year and install shelving in the other half of the room next year. He stated that he believed that the cost for next year would be approximately \$70,000.

Comm. Baum asked if Mr. Lodl had cost estimates for the shelving.

Mr. Lodl explained that he had an estimate from one company for \$100,000 to install the shelving in half of the room and \$70,000 for the second half, but he would bid the project to get the best price.

Comm. Shafer stated that if the state also used mobile shelving, that it might be available on state bid.

Mr. Lodl advised that he would check into that.

Following discussion, the motion to approve the 2011-12 Archives budget as recommended by the County Mayor totaling \$213,343 passed unanimously by acclamation.

#### INSURANCE DEPARTMENT:

Mrs. Melissa Stinson was present to answer questions regarding the 2011-12 Insurance Department budget as recommended by the County Mayor totaling \$1,049,818.

The Finance Director distributed a revised budget for the Insurance Department advising that the revised budget included \$7,500 in revenue to be received for safety training with the related expenditure being included in Account 101-51920-599, Other Charges.

Mayor Burgess explained that other increases to the budget included line items that had been moved from the Miscellaneous category, 58900, such as Account 502, Building & Contents Insurance, budgeted at \$87,000; Account 506, Liability Insurance, budgeted at \$439,700; and Account 508, Premiums on Corporate Surety Bonds, budgeted at \$2,000.

Mrs. Stinson stated that she agreed with the mayor's recommendation.

Following review, Comm. Jordan moved, seconded by Comm. Shafer to approve the 2011-12 Insurance Department budget as recommended by the County Mayor totaling \$1,049,818. The motion passed unanimously by acclamation.

#### FINANCE DEPARTMENT:

The County Mayor's recommendation for the 2011-12 Finance Department totaled \$1,007,101

Mayor Burgess advised that changes to the budget included Account 52100-191, Board and Committee Members Fees, budgeted at \$1,500 to provide funding for the Audit Committee; and Account 305, Audit Services, budgeted at \$79,000 was previously budgeted in the Miscellaneous category, 58900. Account 709, Data Processing Equipment, was increased from zero to \$15,050 to provide funding to pay for an upgrade to the general ledger software.

The Finance Director advised that she accepted the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Baum to approve the 2011-12 Finance Department budget totaling \$1,007,101 as recommended. The motion passed unanimously by acclamation.

#### TRUSTEE'S OFFICE:

Mr. Teb Batey, County Trustee, was present to answer questions regarding the 2011-12 Trustee's budget as recommended by the County Mayor totaling \$623,950.

Mayor Burgess advised that Account 52400-540, Tax Relief Program, budgeted at \$550,000 was previously budgeted in the Miscellaneous category.

Mr. Batey advised that he accepted the County Mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Jordan to approve the 2011-12 Trustee's Office budget totaling \$623,950 as recommended by the County Mayor. The motion passed unanimously by acclamation.

COUNTY CLERK:

Mrs. Lisa Crowell, County Clerk, was present to answer questions regarding the 2011-12 County Clerk budget. The County Mayor's recommendation totaled \$2,139,882. The budget reflected the salary and benefit components for a full year opposed to nine months in the current year.

Mayor Burgess advised that the salaries only reflected the normal step increases and there were no changes to the staffing. He advised that Account 52500-499, Other Supplies & Materials, had increased from \$2,000 to \$14,000; and Account 52500-719, Office Equipment, was increasing from zero to \$19,900 to replace copy machines and to provide additional security.

Mrs. Crowell explained that some of the cash registers in the office were approximately 20 years old. She advised that the increase to Account 499 would provide funding to replace the cash registers.

Mrs. Crowell advised that she accepted the mayor's recommendation.

Comm. Shafer moved, seconded by Comm. Jernigan to approve the 2011-12 County Clerk budget as recommended totaling \$2,139,882. The motion passed unanimously by acclamation.

BUILDING CODES:

Mr. David Jones, Building Codes Director, was present to answer questions regarding the 2011-12 budget.

The Finance Director distributed a revised 2011-12 Building Codes budget totaling \$747,824.

Mayor Burgess explained that the only changes to the budget were associated with the normal salary step increases and the related benefits.

Mr. Jones advised that he accepted the mayor's recommendation.

Comm. Jordan moved, seconded by Comm. Baum to approve the 2011-12 Building Codes budget totaling \$747,824 as recommended by the County Mayor. The motion passed unanimously by acclamation.

**OTHER BUSINESS**SHERIFF'S DEPARTMENT:

Mr. Joe Russell, Chief Deputy Sheriff's Department, was present regarding the following budget amendment that was requested at the Budget Committee on May 5:

From: 101-34525-JWC – Restricted for Public Safety/Jail	
Workhouse & Courthouse -	\$56,540
To: 101-54210-707 – Building Improvements -	\$56,540

Chairman Ealy reminded the committee that at the Budget Committee meeting on May 5, Mr. Russell had requested approval of the amendment to provide funding for the AMAG Access Condortech Security System. During the discussion it was determined that the security system should be bid. Chairman Ealy advised that Sheriff Arnold and Mr. Russell have researched that and discovered that the security system was available on the Federal Supply Schedule Contract #GS-07F-0142L Schedule 84 and Schedule 70, which would not require that the system be bid.

Mr. Russell stated that he simply forgot that the system was on a GSA contract, and would like to request approval of the Budget Committee to purchase the system and to forward the same to the County Commission.

Comm. Shafer moved, seconded by Comm. Jordan to approve the budget amendment as requested amending \$56,540 from Account 101-34525-JWC, Restricted for Public Safety – Jail, Workhouse, and Courthouse, to Account 101-54210-707, Jail Building Improvements, to provide funding to purchase the AMAG Access Condortech Security System.

The motion passed unanimously by roll call vote with Comm. Peay and Comm. Sandlin being absent.

ADJOURNMENT:

Chairman Ealy advised that the next Budget Committee meetings were scheduled for Monday, May 16, Tuesday, May 17, and Wednesday, May 18 at 5:30 P.M.

There being no further business to be presented at this time, Chairman Ealy declared the meeting adjourned at 7:01 P.M.

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Elaine Short, Secretary